

Da: March 24, 2025

To: ADC Board of Directors & Attorney General's Office

From: Wendy Gady, Executive Director, Agribusiness Development Corporation (ADC)

Subject: Weekly Report (March 17, 2025 – March 21, 2025)

End-of-Week Debrief

1. Grant Submission Updates:

- Actively writing:
 - i. Deadline of 4/6/25: Hazard Mitigation Grant Program (25% match): \$12M
 - ii. DCIP for Spring 2025 submission using feedback & having weekly meetings including the ED, PMRF, and DBEDT Military & Community Liaison
- Awaiting notice:
 - i. WaterSMART Grant: ETA 7/25
 - ii. *Growing Hawai'i Farm to School Pathways* (GFS): \$500k- learned 2025 funding has been pulled for this entire program
 - iii. *4 Federal Earmarks*: Dole Wells (Oahu), Temporary Food Storage (Big Island), Waiahole Irrigation Project (Oahu); Wildfire Mitigation through Storage (Oahu)

2. Conference Attendance: None.

3. Collaborations:

- WIS Acquisition Status
 - i. HDOA/ADC MOA initiated for electronic signature (HDOA); Confirmation email 2/5/25 from Chair Chang; providing JV information \$5M for acquisition, working on timing & raising ADC Ceiling to purchase, also working to create a package of all key information for Chair Chang to use in discussions with the Governor. Plan to include an update for the ADC BOD April 17, 2025.
 - ii. PSAs with Sustainable Hawaii & Dole meeting with HDOA, DLNR & HDOA under review by all parties.
- NPDES: Public Hearing date 5/12/25 @ 10 a.m. in Kekaha is scheduled.
 - i. Special Counsel selected by AGs
 - ii. Drafted cost of complying with permit draft
 - iii. Working with DBEDT on short-term and long-term funding needs
- Drafting RFP for Kekaha Building Assessment of Condition
- Working with Army Corp & HDOA on upgrade of Reservoirs 155 & 225- Inouye Project
- Mililani Tech Park transfer is paused due to AG change at HTDC
- Dole Well acquisition- land court has recorded, should get a copy in 1-2 weeks and sales will officially be complete- following up to get paperwork in hand
- Working with HFBF & Stakeholders regarding bill and leg priority of repayment of Waiahole Irrigation System debt- crossed over
- Working with staff in preparation for daily testimony at the legislature
- Collaborating with staff for a future organizational chart to balance the ADC BOD's priorities and execute projects

Ongoing Projects:

- Central Oahu Ag & Food Hub Infrastructure
 - i. *Off-Site Improvements*: not impacted by PLA-under \$1.5M; bid awarded in October, Notice to Proceed (NTP): 3/14/25; Complete Construction ETA: 1/28/26
 - ii. *Site Improvements & Sewer Lift Station*: Est. Construction award 8/25 (PLA)
 - iii. *Notice to Vacate*: Completed; a few relocating materials left on site
 - iv. *UHCDC Concept Development & Business Case*: Ongoing, good progress with UHCDC completing stakeholder meetings and working to present to ADC BOD 4/17/2025.
 - v. *Demolishing Buildings*: Planning Stage for several phases
- DOE Regional Kitchen
 - i. *Issue Letter of Authorization to Demolish Buildings*: 2/25 completed
 - ii. *Drafting MOA and working on Lease Terms with HDOE*
 - iii. *ADC Executes Lease with HDOE*: ETA 6/25
- Farm Field Days
 - i. *Clearing of Land*: Complete
 - ii. *BOW Line*: Awarded
 - iii. *ADC BOD to determine Rent*: 4/25
- HPP RFP
 - i. *RFP Responses*: 2 received, being evaluated
 - ii. *O&M RFP to ADC BOD* 4/17/25
 - iii. *Award date est.* : 4/10
 - iv. *RFP for O&M issued*: 4/25
 - v. *Contract*: 6/30
 - vi. *Notice to Proceed*: 7/1
- Small Animal Slaughterhouse
 - i. *Business Plan* being refined with Small Animal Industry
 - ii. *\$4M* currently budgeted for FY27
- Wahiawa Dam and Irrigation System
 - i. *ADC Completed Phase 2, surveys, ESA 1 & 2*; est. \$350k for additional clean up
 - ii. *LOIs*: Executed
 - iii. *PSAs*: Drafted heading to DLNR and Governor for review
 - iv. *\$10M* released by B&F- \$5M for purchase; \$5M for Design, requires an increase in ADC budget ceiling to execute purchase
- Wahiawa Pedestrian Bridge
 - i. *ETA for Completion* 2/9/26
 - ii. *Parcel* is slated for purchase with WIS by ADC
- Wahiawa Reclaimed Wastewater Systems
 - i. *Phase i*: Transmission waterline from the WWTP to GAL to transmit R-1 Water

- ii. Phase 2: Interconnecting pipelines to integrate the R-1 waterline with the GAL irrigation system
 - iii. Phase 3: Lake in-take pump station at Lake Wilson
 - iv. Phase 2 & 3 plans and design have not been funded yet
 - Mililani Tech Park
 - i. ADC AG working on Title Transfer paused due to no AG at HTDC
 - Kauai Commercial Building
 - i. Bill of Sale signed/executed
 - ii. Drafting RFP for building assessment: water, sewer, sprinklers, HVAC, reefers current condition
 - iii. Completing interviews for Kauai Water & Property Manager- rewriting Position Descriptions due to the changes in responsibility with the NPDES Draft and needs of PMRF contract
 - PMRF Contract: Work is being performed, new invoicing system has been set up and billing is being caught up using the new invoicing system and sign off process
 - Waimea Mediation Meetings and ongoing reporting.
 - Staff met and rewrote the process the PMRF Pump execution and billing
 - BMP inspections on Oahu & Kauai are ongoing
4. Staffing and Operations:
- Staffing: Meeting with staff to determine annual, quarterly goals & professional development, updating Position Descriptions individually with staff based on current and future projects and workload
 - Hiring updates:
 - i. Accountant IV position- working to finalize the candidate's paperwork
 - ii. Accountant V position- actively interviewing candidates
 - iii. Kauai Water Workers- working to post, want to get Kauai Water manager hired to participate in interviews- positions will be located at Kekaha Building.
 - iv. FPIN Manager- 13 resumes for initial review, will be shared with interviewing committee, Ingrid will be scheduling the interviews with the candidates and committee members (DBEDT, ADC & UH)
 - v. Waiahole Water Worker: out for 6 months, hope to have return to work update 4/7. Reduces work by 33% due to working in teams of 2, and short a person
 - vi. Looking for Contract Worker to assist with Waiahole operations due to being short staffed
 - Ongoing UH CDC work regarding the forage drying facility, Small Animal Slaughterhouse and FPINs projects, now being called the Entrepreneurial Product Innovation Network (EPIC)
 - The Waiahole System Team has implemented an aggressive maintenance program that is getting lots of complements from users- needing to rent 2 pieces of equipment in the new year to keep going.

5. Capital Improvements:

- The following Projects were submitted for DBEDT & Governor consideration for CIP Request (ADC Request/Governor's Decision):
 - i. State Postharvest Facility Construction, Oahu: \$6.3M/\$1.8M
 - ii. Small Animal Slaughterhouse, Oahu: \$4M/\$4M
 - iii. Food & Product Innovation Network: \$9.5M/\$350k
 - iv. Wahiawa Reservoir and Spillway Purchase: \$5.6M/0
 - v. Kekaha Irrigation System Improvements, Kekaha: \$6.47M/\$6.47M
 - vi. Wastewater Reclaimed Water Irrigation System, Wahiawa: \$4M/0
 - vii. Ag Infrastructure Oahu: \$9.2M/\$9.2M
 - viii. Commercial Land Purchase, Oahu: \$500k & \$4.5M/0
 - ix. Acquisition of Ag Lands, Waimea: \$1.3M/0
 - x. Purchase of Land Locked between State Owned Land: \$3M/0
 - xi. Galbraith Ag Lands Improvements: \$500k/0/0
 - xii. Acquisition of Ag Lands, Waialua, Oahu: \$9.1M
 - xiii. Land Acquisition for Water Security, Lihue: 0/\$3M
 - xiv. Value-Added Product Development Center: 0/\$1.3M

6. Grants and Agreements:

- Working with DLNR on the ROE and transfer of the East Kauai Irrigation System and working on CIP use of funds.
- License for HDOE (Oahu) is in active discussions.
- Extended contract with Spire to complete two outstanding items

7. Project Management:

- Continuing oversight into the HPP Solicitation
- Working with HDOA for JV of the \$5M for WIS acquisition
- Working with Dole, Sustainable Hawaii and DLNR on the WIS
- Staff are working to create a Land Portfolio by Year End
- Staff are also reviewing an Accounting System Manual

Events and Conferences

- None

Upcoming Deadlines & Events

- I. 3/17-21: Hearings
- II. 3/18: Staff meetings with PMRF Contract Staff, DBEDT Managers Meeting
- III. 3/19: Meeting with DLNR & HDOA on WIS Status & Timeline; Lt. governor/USDA Planning meeting
- IV. 3/20: ADC BOD Meeting
- V. 3/21: Meeting with Grant Writer
- VI. 3/22-23: Travel to DC
- VII. 3/24: Lt. Governor HI-USDA Policy Summit meeting with USDA Secretary of Agriculture & Staff, Animal and Plant Health Inspection Service, Farm Service Agency, Food Safety & Inspection Service, American Farm Bureau Federation, National Cattlemen's Beef Association, Biotechnology Innovation Organization

- VIII. 3/25: Individual meetings with Congressman Case, Congressman Tokuda, Senator Hirono and Senator Schatz and chiefs of staff to discuss ADC Current and Future Projects
- IX. 3/26: Prince Kuhio Day, Meetings with USDA Acting Deputy Under Secretary, Office of the Under Secretary for Rural Development, Natural Resource Conservation Service Acting Chief, the Agricultural Marketing Service Associate Administrator and Staff
- X. 3/27-28: OOO
- XI. 4/6: HIEMA Grant Draft Due
- XII. 4/17: ADC BOD Meeting

Strategic Planning

- 1. Permitted Interaction Groups (PIGs):
 - HI-USDA Policy Summit PIG
 - Solar PIG
 - Subsidiary PIG
- 2. Strategic Plan Aggressive Draft Schedule:
 - a. 3/31: OPSD & UHCDC MOA
 - b. 4/1-4/15: Organize/Disseminate Info by Statute
 - c. 4/16-4/30: Outline Infrastructure & CIP
 - d. 5/1-5/15: Draft Strategic Priorities & Policy Recommendations
 - e. 5/16-5/31: Refine CIP
 - f. 6/1-6/15: Review, Refine, Integrate Components
 - g. 6/16-6/30: Draft to ADC BOD for Review & Refinement
 - h. Q1 FY26: Approval & Rollout with kickoff and communication plan
 - i. Ongoing: Quarterly progress review & Annual updates

Projects: For a detailed overview of ongoing projects, please refer to the attached Gantt Chart.